



City of Annapolis

Office of the City Clerk

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Board of Supervisors of Election

Municipal Elections Candidates' Packet Memorandum

To: Candidates for Mayor
City Council
City Central Committees
Continuing Committees

From: Edith Koleoso
Election / Boards and Commissions Administrator

RE: Filing Forms for 2009 Municipal Election

Candidates' packet forms:

- ▶ 2009 Election Calendar
- ▶ Title 4 - Election Code - located at www.annapolis.gov/elections
- ▶ Charter - located at www.annapolis.gov/elections
- ▶ Polling Places - To Be Announced
- ▶ Certificate of Candidacy
- ▶ Resignation, Replacement and Acceptance of Officer (Treasurer or Chair for a Candidate, Committee or Organization)
- ▶ Affidavit of Candidate & Treasurer Limiting Campaign Contributions and Expenditures
- ▶ Campaign Fund Report (due no later than 4:30PM on the last day of each transaction period)
 - 1st report due 08/18/09 for transaction period of 07/02/08 - 08/18/09
 - 2nd report due 09/08/09 for transaction period of 08/19/09 - 09/08/09
 - 3rd report due 10/06/09 for transaction period of 09/09/09 - 10/06/09
 - 4th report due 10/27/09 for transaction period of 10/07/09 - 10/27/09
 - 5th report due 12/01/09 for transaction period of 10/28/09 - 12/01/09
- ▶ Nomination by Petition - May be duplicated as needed
- ▶ Petition to File as an Indigent Candidate
- ▶ Certificate of Withdrawal
- ▶ Challengers & Watchers Certificate
- ▶ 2008 Financial Disclosure Statement

* Candidates seeking a position to an elected office must submit the following completed forms to the Election's Office located at the above address, by July 27, 2009, no later than 9:00PM:

- ▶ Certificate of Candidacy (to include appointment of Treasurer)
- ▶ Nomination by Petition - (see Annapolis City Code 4.20.090)
- ▶ 2008 Financial Disclosure Statement
- ▶ Appropriate filing fee (see Certificate of Candidacy form for fees)
- ▶ Copy of Maryland driver's license

Please have all forms that require a notary, notarized prior to submission. Should there be any questions, please feel free to contact me.